

# BINGLEY TOWN COUNCIL



Bingley Town Council, Myrtle Place, Bingley, BD16 2LF

## Minutes of the Neighbourhood Plan Working Group meeting held at The Hub, Myrtle Place, Bingley on Monday 28<sup>th</sup> November 2022

<b>Councillors present:</b>	<b>Gibbons (PG), Williams (SW)</b>
<b>Councillors absent:</b>	<b>Beckwith, Dawson, Truelove</b>
<b>Non-member Councillors in attendance:</b>	<b>None</b>
<b>Non Councillor members present:</b>	<b>John Dekker (JD), Andrew Quarrie (AQ)</b>
<b>In attendance:</b>	<b>Eve Haskins (Town Clerk), Lee Searles (LS, Consultant)</b>
<b>Members of the public:</b>	<b>None</b>

**Start: 6.30pm**

**Finish: 7.45pm**

### **2223/37 Apologies for Absence**

**Resolved** to receive apologies, and to approve the reasons for absence, from Councillor Truelove.

### **2223/38 Disclosures of interest**

None received.

No written requests for dispensation received.

### **2223/39 Minutes**

**Resolved** to confirm as a correct record the minutes of the meeting held on 10<sup>th</sup> October 2022.

### **2223/40 Confidential items to be discussed in confidence after item 2223/47**

No item to be discussed in confidence after item 2223/47, following exclusion of the press and public, due to its sensitive nature.

### **2223/41 Public Participation**

None.

### **2223/42 Draft Neighbourhood Plan**

The revised Plan circulated by LS was discussed, and the following highlighted:

- LS reported that since the last meeting he amended the Plan to incorporate the changes agreed, mainly relating to community assets and facilities table, to remove the duplication, incorporate in aspirations etc. References to Bradford Council's adopted policies are also now included.
- Still awaiting further changes from AECOM regarding the town centre boundary before the draft Plan will be complete.
- Brief discussion took place regarding the possible inclusion of All Saints Church within the town centre aspirations: LS advised that this needs a couple of sentences within the Plan explaining what we want to achieve for the church, and that this could be included following the Regulation 14 consultation.

### **2223/43 AECOM documents**

SW confirmed that AECOM still need to amend the town centre boundary in their documents: agreed that LS to liaise with them directly tomorrow regarding clarifying details on this, including revising the

boundary line and the removal of the old Magistrates' Court building but including the car park and green space at the back of this.

**2223/44 Property owners' initial consultation**

The Town Clerk reported that the initial letter sent out for the property owners and green spaces consultation needs to be amended to include further clarification, clearer contact details for queries and responses and reviewed consultation period dates: agreed that the letter to be approved by SW and PG and sent out again by the Town Clerk.

**2223/45 Regulation 14 Consultation**

- Design of Plan:

SW confirmed that the Full Council have agreed a quote for cost of the design and printing of the Plan: Town Clerk to liaise with the designer accordingly, providing access to Teams, timescales etc. LS advised that the Plan will need to include policies map, consultation responses etc. before it can be designed/printed; SW confirmed that the designer has agreed to three iterations of the Plan.

- Consultation questions:

SW confirmed that he located example questions that were circulated prior to the meeting: agreed that SW to tailor the sample questions to the Town Council's Plan, and that Survey Monkey to be used to collate these (PG to investigate the use of Survey Monkey).

- Timescales:

SW confirmed that AECOM have requested feedback before the end of the month, and that LS will liaise directly with them.

- Consultation approach/events:

Approach to the consultation was discussed, including events. Agreed that postcards to be sent to residents as part of the designer's spec, and a public facing event to be organized for a Saturday at the end of February, to be held at the Hub.

**2223/46 Next Meeting of the Neighbourhood Plan Working Group**

The next meeting of the Neighbourhood Plan Working Group will be held on Monday 9<sup>th</sup> January 2023 at 6.30pm at the Hub, Myrtle Place, Bingley, with the consultant attending via Teams.

**2223/47 Exclusion of press and public**

No items to be discussed in confidence due to their confidential nature.